



providing services and support to people with learning disabilities

VOLUNTEER APPLICATION FORM

International Community Centre
61b Mansfield Road
Nottingham
NG1 3FN
Tel/Fax 0115 8475757
Email enquiries@inspire-nottingham.org.uk

Thank you for your interest in becoming a volunteer. Please complete the following application. All information will be treated in the strictest confidence. Please complete the form using block capitals.

Mr/Mrs/Ms First Name:

Surname:

Address:

Postcode:

Email:

Telephone Number(s) Home:

Mobile:

Which of our activities are you interested in – please tick

| | |
|--|-----------------------------|
| Support work – moving on (Tues/Thursday) | Support work – Friday Group |
| Shop Volunteer | Office Admin support |
| Student placement | Work experience |

We do not expect you to have had any previous experience of voluntary work or working with people who have a learning disability or special needs, as you will be given full support and training. Please tell us about yourself and your skills; your hobbies and leisure interests, any previous experience and any qualifications you may have

Please tell us why you would like to become a volunteer for Inspire - Nottingham: please continue on a separate sheet if necessary.

Rehabilitation of Offenders Act 1974

Subject to the above Act you are required to declare any unspent convictions. This may not necessarily prevent you from becoming a volunteer with Inspire – Nottingham. Any information given will be completely confidential. Have you any unspent convictions? Yes { } No { }
If yes, please provide details (including date of conviction)

Disability / Relevant Medical Conditions (eg epilepsy, allergies etc.)

Do you consider yourself to have a disability that is relevant to your application to become a volunteer? Yes { } No { } If 'yes' please describe any special arrangements you may need Inspire to make for your interview.

Please give the name, address and telephone number of 2 responsible people who we can contact for a character reference for you. Referees must be over 18 years of age and not a relative.

| |
|---|
| Name: |
| Address: |
| Tel: |
| Email: |
| In what capacity do you know this person? |

| |
|---|
| Name: |
| Address: |
| Tel: |
| Email: |
| In what capacity do you know this person? |

Where did you hear about volunteering for Inspire?

| |
|--|
| |
|--|

I confirm that the above details are correct and I have / have not completed it myself:

Signed:

Date:

Please return this form to: Inspire (Nottingham), International Community Centre, 61b Mansfield Road, Nottingham, NG1 3FN

THIS MONITORING FORM WILL BE DETACHED AND WILL NOT BE PART OF OUR VOLUNTEER SELECTION PROCESS

**CONFIDENTIAL
EQUAL OPPORTUNITIES MONITORING FORM.**

Inspire is committed to actively oppose all forms of discrimination (see enclosed statement on equal opportunities). We will endeavour to ensure that any employee or board member involved in selecting and recruitment will not discriminate unfairly. All applicants will be considered solely on their ability to do the job.

This monitoring will allow us to evaluate how successful our effectiveness as an Equal Opportunities employer has been and will only be used for this purpose. It is for this reason that we would like you to fill in this monitoring form.

The Equal Opportunities Monitoring Form will be separated from the application form before short listing. Strictest confidentiality and anonymity will be maintained at all times and the information gathered from these forms will only be used for monitoring our appointment practice.

If you feel that you want to fill in these questions on sexuality or disability, please do but you don't have to. These replies will not be used for any purpose other than monitoring; they are NOT part of the selection process.

Are you: Male Female

Are you: under 16 16-25 26-35 36-55 over 55

Ethnic Origin: Please tick as appropriate:

White British Black Caribbean Indian Chinese
Black British Black African Pakistani Asian Other _____
Asian British Mixed white/black Bangladeshi Black Other _____
White Other _____ Other Racial Group _____

Please State your **Nationality:** _____

Please State your **Religion:** _____

Sexual Orientation: Please tick as appropriate:

Heterosexual Bisexual Lesbian Gay Other _____

Disabled – please specify: _____

Is there any other way you would describe yourself not listed on this form?

Where did you see the post advertised? _____

INSPIRE EQUAL OPPORTUNITIES STATEMENT

Inspire is proactive in putting Equal Opportunities into practise. The organisation will endeavour to ensure that staff members, volunteers and group members, as well as other multi-disciplinary agencies and families, are not discriminated against on the grounds of:

- Race, colour, nationality, ethnic or national origin
- Gender, sexuality or marital status
- Age
- Different abilities
- Physical or mental challenges
- Cultural and/or religious beliefs
- Class
- Employment status
- Unrelated criminal convictions
- HIV status

Inspire will not accept any behaviour which could be considered offensive, and is aware that racist and sexist comments are an offence under the Sex Discrimination Act and the Race Relations Act. We also adhere to the Rehabilitation of Offenders and Disability Discrimination Acts.

Inspire are committed to taking positive action against discrimination and to continue to work in an anti-oppressive way.

Staff members, volunteers and group members take responsibility to help promote Equal Opportunities in practise at all times and take it upon themselves to challenge any form of discrimination in a positive and non-threatening way.

Inspire fully recognises that an Equal Opportunities statement is merely a Statement of Intent. However, Inspire is committed to review and monitor its effectiveness. It is the aim of Inspire to develop and implement further improvement as part of an on-going process.